IT IS THE VENDOR'S RESPONSIBILITY TO CHECK FOR ADDENDUMS PRIOR TO SUBMITTING PROPOSALS

NOTICE TO BIDDERS SPECIFICATION NO. 03-065

The City of Lincoln, Nebraska intends to purchase and invites you to submit a sealed bid for:

Nine Foot Fiberglass Service Body

Sealed bids will be received by the City of Lincoln, Nebraska on or before **12:00 noon Wednesday**, **March 12, 2003** in the office of the Purchasing Agent, Suite 200, K Street Complex, Southwest Wing, 440 South 8th Street, Lincoln, Nebraska 68508. Bids will be publicly opened and read at the K Street Complex.

Bidders should take caution if U.S. mail or mail delivery services are used for the submission of bids. Mailing should be made in sufficient time for bids to arrive in the Purchasing Division, prior to the time and date specified above.

Company Name

EQUIPMENT SPECIFICATIONS FOR 9 FOOT FIBERGLASS SERVICE BODY

1. APPLICATION

- 1.1 This service body will be mounted on a 2003 Ford F350, 11,200 GVWR cab and chassis 60" C.A. Cab and Chassis for use by the City of Lincoln Traffic Operations in repair and maintenance of traffic signs and street striping.
- 1.2 Contact Jim Chiles @ 402-441-4941 for detailed cab and chassis specifications.

2. MODEL

- 2.1 The equipment furnished under these specifications shall be of the latest improved model in current production as offered to the commercial trade.
- 2.2 Example Body:
 - 2.2.1 Brand FX Model BFXB 60D
- 2.3 Advertised standard equipment of example body meets the general requirements for dimensions, design and construction.
- 2.4 All advertised standard equipment shall be provided whether or not specifically addressed.
- 2.5 All required non-standard items will be addressed in the technical specifications.
- 2.6 Bids shall include all installation, pick up of cab and chassis from 901 North 6th Street, Lincoln, Nebraska and delivery costs.

Meets Specs.

Yes No

3.	<u>APPR</u>	PROXIMATE BODY DIMENSIONS				
	3.1	108" le	ngth.			
	3.2	94" wid	th.			
	3.3	40" hei	ght.			
	3.4	54" floo	or width.			
	3.5	20" con	npartment depth.			
4.	4. <u>COMPARTMENTATION</u>					
	4.1	Street S	Side:			
		4.1.1	Front Vertical: Compartment to be replaced by a traffic cone retrieval seat. (See			
			diagram provided.)			
		4.1.2	Horizontal: One (1) 250 lb. capacity shelf with 2" lip front and rear, clip adjustable with removable dividers on 6" centers.			
		4.1.3	Rear Vertical: One (1) 250 lb. capacity shelf with 2" lip front and rear, clip adjustable.			
	4.2	Curb S	rb Side:			
		4.2.1	Front Vertical: One (1) 250 lb. capacity shelf with 2" lip front and rear, clip adjustable.			
		4.2.2	Horizontal: One (1) 250 lb. capacity shelf with 2" lip front and rear, clip adjustable with removable dividers on 6" centers.			
		4.2.3	Rear Vertical: One (1) 250 lb. capacity shelf with 2" lip front and rear, clip adjustable.			

Meets Specs. Yes No ADDITIONAL EQUIPMENT AND ACCESSORIES 5.1 1/8" steel tread plate floor. 5.2 .100 aluminum tread plate on load bed walls. Bulkhead frame to be constructed of 2" square tube covered with 3/16" smooth 5.3 aluminum. Frame to be 54" wide 48" high with aluminum covering extending approximately 5.3.1 24" up from floor. 5.3.2 Frame to have 2" square tube center horizontal and vertical supports. 5.4 Compartment tops to be equipped with full width and length steel open grip-strut walkways. (Note: Aluminum construction not acceptable) 5.5 Heavy-duty double spring retainer door holders on all swing open doors, with cable stays on drop down design doors. 5.6 Stainless steel weather proof, D-handle 3 point latch system on all doors with key locks and automotive type neoprene continuous automotive door seals. 5.7 Full length stainless steel door hinges. Two (2) chrome entry grab handles. 5.8 5.9 1/8" aluminum tread plate rock guards on lower front corners. 5.10 Full length aluminum or stainless steel drip molding. Steel rock guards at rear wheel wheels. 5.11 5.12 3/16" smooth aluminum rear body apron. ____ Tailgate to be 10" tall aluminum drop down design with chain style holders. 5.13 6. **REAR BUMPER** 6.1 Full width, double step design with pintle recess. 6.2 Steel construction, open grip-strut. (Note: Aluminum construction not acceptable) 6.3 Ground to top of bottom step 18". 6.4 Ground to top of bumper 26". 6.5 Ground to center of pintle 22" 6.6 Bottom step approximately 8" deep. 6.7 Top of bumper approximately 12" deep. Holland Model # T60-AOL-8 15 ton pintle hitch with two D-style safety chain hooks 6.6 ____ (Buyers B-64 or equal). Bumper shall be complete with additional reinforcement to allow maximum towing 6.7 capabilities of pintle specified. 6.8 It is the responsibility of the responding bidders to physically inspect example bumper of this design. (Contact: Jim Chiles @ 402-441-4941). 7. **LIGHTING SYSTEM** 7.1 All lights to meet F.M.V.S.S. 108. 7.2 Flexible (tube) compartment lights installed on side and top of compartment door inner Stop, tail and turn lights, grommet mounted Truck-Lite Model 44, 4" LED (sealed). 7.3 7.4 Back-up lights, grommet mounted Truck-lite Model 44, 4" LED (sealed). Rear clearance, side marker and rear identification lights, grommet mounted Truck-Lite 7.5 Model 30, 2" (sealed). 7.6 Wiring for all 108 lighting, Truck-lite Series 50.

Meets Specs. Yes No		·					
	7.7	Whelen emergency lighting system as follows:7.7.1 Two (2) Model DOT6HBG strobe lights installed on top right and left ends of bulkhead frame.					
		7.7.2 One (1) Model ISP94 power supply mounted behind drivers seat.					
		7.7.3 One (1) # 2SWITCH switch panel with One (1) PC1 single pole-single throw on/off switch for compartment lighting - One (1) PC5S double pole-double throw hi/off/low switch for strobe lights.					
		7.7.4 Switch panel to be under dash mounted within easy reach of operator.					
		7.7.5 Heavy-duty corrosion resistant TPR jacketed cable set with "Deusch" water proof connectors.					
	7.8	Car Quest # CPR 70080 six pole round trailer receptacle.					
	7.9	All wiring to be loomed and installed in a neat and professional manner.					
	7.10	Wire splices to be soldered and heat shrink type (crimp type connectors not acceptable).					
8.		T MOUNTED POST PULLER					
	8.1	Bemis Model PPF103 regular duty 12 volt electric/hydraulic post puller. (Note: No exception on make or model)					
9.	MOUN	TING					
	9.1	Provisions shall be made to the truck cab and chassis before the body is mounted, fully support the body mounting frame and understructure. The method used must jeopardize the truck warranty. All welding and construction techniques shall refleprofessional workmanship. Body shall have provision for fuel filler outside compartment.					
10.	COLO	<u>R</u>					
	10.1	Exterior to have gel-coat finish 18-20 mil. thickness minimum.					
	10.2	Color to match cab.					
	10.3	Any painted accessories to utilize premium primer and to have automotive quality finish.					
11.	WARR	ANTY					

Company Name

- 11.1 Manufacture's standard warranty shall apply.
- 11.2 The manufacture's standard warranty shall be stated in the bid proposal.
- 11.3 All warranty work will be performed at the Fleet Services Garage, 901 North 6th Street, Lincoln, Nebraska. Any transportation required for warranty work will be the responsibility of the vendor.

12. DELIVERY REQUIREMENTS

- 12.1 The City of Lincoln will provide a new 2003 Ford F350 cab and chassis (11,200 lb. GVWR, 60" C.A.) For mounting of body and accessories.
- 12.2 It is the responsibility of the successful bidder to transport the cab and chassis from the Fleet Services Garage, 901 North 6th Street, Lincoln, Nebraska to the successful bidders place of business.
- 12.3 The body supplier shall be responsible for supplying a completed vehicle sticker affixed to the vehicle in the proper location.
- 12.4 Any unit showing lack of proper dealers pre-delivery service will be subject to rejection until vehicle is properly serviced.
- 12.5 Dealer's decals, stickers or other signs shall not be put on units; manufactures nameplates, stampings and other signs are acceptable.
- 12.6 Bidders shall state the maximum number of days, after receipt of chassis, the unit will be delivered to the City of Lincoln, complete and ready for operation.
 - 12.6.1 Bidders should be as realistic as possible, whereas failure to meet the stated delivery will be a consideration in future bid awards.
- 12.7 The completed unit shall be delivered F.O.B. to Fleet Services Garage, 901 North 6th Street, Lincoln, Nebraska complete and ready for operation.

PROPOSAL SPECIFICATION NO. 03-065

BID OPENING TIME: 12:00 NOON DATE: Wednesday, MARCH 12, 2003

The undersigned, having full knowledge of the requirements of the City of Lincoln for the below listed phases and the contract documents (which include Notice, Instructions, this Proposal, Specifications, Contract, and any and all addenda) and all other conditions of the Proposal, agrees to enter into a contract with the City the below listed fees for the performance of this Specification, complete in every

-	-	rdance with the contract docu	•	·	of this Specification, compi	lete in every
any sub	mitter to rece	The receipt of addenda to the receipt of addenda to the receipt any addendum or interpest. All addenda shall becomes	retation of the spe	cifications shall not relie		
1	each	9' Fiberglass Servic	e Body	\$		
	Manufact	urer				
	Model					
	_	signatory for the bidder all to the City, and to ente	-			uthority to
		RETURN 2 COMPLETE C MARK OUTSIDE OF		OSAL AND SUPPORT SEALED BID FOR SP	_	
COMP	ANY NAME				BY (Signature)	
STREE	T ADDRES	S or P.O. BOX			(Print Name)	
CITY, S	STATE	ZIP CODE		-	(Title)	
TELEP	HONE No.	FAX No.			(Date)	
		ERAL I.D. NO. RITY NUMBER		ESTIMATED DE	LIVERY DAYS	
E-MAI	L ADDRESS			TERMS OF PAY	MENT	

Bids may be inspected in the Purchasing Division offices during normal business hours, \underline{after} tabulation by the purchasing agent. If you desire a copy of the bid tabulation to be mailed to you, you must enclose a $\underline{\text{self-}}$ addressed stamped envelope with your bidding documents. Bid tabulations can also be viewed on our website at: http://www.ci.lincoln.ne.us/city/finance/purch/specindx.htm

INSTRUCTIONS TO BIDDERS

CITY OF LINCOLN, NEBRASKA PURCHASING DIVISION

1. BIDDING PROCEDURE

- 1.1 Bidder shall submit two (2) complete sets of the bid documents and all supporting material. All appropriate blanks shall be completed. Any interlineation, alteration or erasure on the specification document shall be initialed by the signer of the bid. Bidder shall not change the proposal form nor make additional stipulations on the specification document. Any amplified or qualifying information shall be on the bidder'sletterhead and firmly attached to the specification document.
- 1.2 Bid prices shall be submitted on the Proposal Form included in the bid document
- 1.3 Bidders may submit a bid on an "all or none" or "lump sum" basis, but should also submit a quotation on an item-by-item basis. Bidding documents shall be clearly marked indicating the kind of proposal being submitted.
- 1.4 Each bid must be legibly printed in ink or by typewriter, include the full name, business address, and telephone number of the bidder; and be signed in ink by the bidder.
- 1.5 A bid by a firm or organization other than a corporation must include the name and address of each member.
- 1.6 A bid by a corporation must be signed in the name of such corporation by a duly authorized official thereof.
- 1.7 Any person signing a bid for a firm, corporation, or other organization must show evidence of his authority so to bind such firm, corporation, or organization.
- 1.8 Bids received after the time and date established for receiving bids will be rejected.

2. BIDDER'S SECURITY

- 2.1 Bid security, as a guarantee of good faith, in the form of a certified check, cashier's check, or bidder's bond, may be required to be submitted with this bid document, as indicated of the Proposal Form.
- 2.2 If alternate bids are submitted, only one bid security will be required, provided the bid security is based on the amount of the highest gross bid.
- 2.3 Such bid security will be returned to the unsuccessful bidders when the award of bid is made.
- 2.4 Bid security will be returned to the successful bidder(s) as follows:
 - 2.4.1 For single order bids with specified quantities: upon the delivery of all equipment or merchandise, and upon final acceptance by the City.
 - 2.4.2 For all other contracts: upon approval by the City of the executed contract and bonds.
- 2.5 City shall have the right to retain the bid security of bidders to whom an award is being considered until either:
 - 2.5.1 A contract has been executed and bonds have been furnished.
 - 2.5.2 The specified time has elapsed so that the bids may be withdrawn.
 - 2.5.3 All bids have been rejected.

- 2.6 Bid security will be forfeited to the City as full liquidated damages, but not as a penalty, for any of the following reasons, as pertains to this specification document:
 - 2.6.1 If the bidder fails to deliver the equipment or merchandise in full compliance with the accepted proposal and specifications.
 - 2.6.2 If the bidder fails or refuses to enter into a contract on forms provided by the City, and/or if the bidder fails to provide sufficient bonds or insurance within the time period as established in this specification document.

3. EQUAL OPPORTUNITY

- 3.1 Each bidder agrees that it will not discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin, ancestry, disability, age, or marital status. Bidder shall fully comply with the provisions of Chapter 11.08 of the Lincoln Municipal Code.
- 3.2 Successful bidder will be required to comply with the provisions of the City's Affirmative Action Policy (Contract Compliance, Sec. 1.16).
- 3.3 The Equal Opportunity Officer will determine compliance or non-compliance with the City's Affirmative Action Policy upon a complete and substantial review of successful bidder's equal opportunity policies, procedures and practices.

4. DATA PRIVACY

- 4.1 Bidder agrees to abide by all applicable State and Federal laws and regulations concerning the handling and disclosure of private and confidential information concerning individuals and corporations as to inventions, copyrights, patents and patent rights.
- 4.2 The bidder agrees to hold the City harmless from any claims resulting from the bidder's unlawful disclosure or use of private or confidential information.

5. BIDDER'S REPRESENTATION

- 5.1 Each bidder by signing and submitting a bid, represents that the bidder has read and understands the specification documents, and the bid has been made in accordance therewith.
- 5.2 Each bidder for services further represents that the bidder is familiar with the local conditions under which the work is to be done and has correlated the observations with the requirements of the bid documents.

6. INDEPENDENT PRICE DETERMINATION

By signing and submitting this bid, the bidder certifies that the prices in this bid have been arrived at independently, without consultation, communication or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other bidder or with any competitor; unless otherwise required by law, the prices which have been quoted in this bid have not been knowingly disclosed by the bidder prior to bid opening directly or indirectly to any other bidder or to any competitor; no attempt has been made, or will be made, by the bidder to induce any person or firm to submit, or not to submit, a bid for the purpose of restricting competition.

7. CLARIFICATION OF SPECIFICATION DOCUMENTS

- 7.1 Bidders shall promptly notify the Purchasing Agent of any ambiguity, inconsistency or error which they may discover upon examination of the specification documents.
- 7.2 Bidders desiring clarification or interpretation of the specification documents shall make a written request which must reach the Purchasing Agent at least seven (7) calendar days prior to the date and time for receipt of bids.
- 7.3 Interpretations, corrections and changes made to the specification documents will be made by written addenda.
- 7.4 Oral interpretations or changes to the Specification Documents made in any other manner, will not be binding on the City; and bidders shall not rely upon such interpretations or changes.

8. ADDENDA

- 8.1 Addenda are written instruments issued by the City prior to the date for receipt of bids which modify or interpret the specification document by addition, deletion, clarification or correction.
- 8.2 Addenda will be mailed or delivered to all who are known by the City to have received a complete set of specification documents.
- 8.3 Copies of addenda will be made available for inspection at the office of the Purchasing Agent.
- 8.4 No addendum will be issued later than forty-eight (48) hours prior to the date and time for receipt of bids, except an addendum withdrawing the invitation to bid, or an addendum which includes postponement of the bid.
- 8.5 Bidders shall ascertain prior to submitting their bid that they have received all addenda issued, and they shall acknowledge receipt of addenda on the proposal form.

9. ANTI-LOBBYING PROVISION

9.1 During the period between the bid close date and the contract award, bidders, including their agents and representatives, shall not directly discuss or promote their bid with any member of the City Council or City Staff except in the course of City-sponsored inquiries, briefings, interviews, or presentations, unless requested by the City.

10. BRAND NAMES

- 10.1 Wherever in the specifications or proposal form brand names, manufacturer, trade name, or catalog numbers are specified, it is for the purpose of establishing a grade or quality of material only; and the term "or equal" is deemed to follow.
- 10.2 It is the bidder's responsibility to identify any alternate items offered in the bid, and prove to the satisfaction of the City that said item is equal to, or better than, the product specified.
- 10.3 Bids for alternate itemsshall be stated in the appropriate brand on the proposal form, or if the proposal form does not contain blanks for alternates, bidder MUST attach to the specification documents on Company letterhead a statement identifying the manufacturer and brand name of each proposed alternate, plus a complete description of the alternate items including illustrations, performance test data and any other information necessary for an evaluation. The bidder must indicate any variances by item number from the specification document no matter how slight. Bidder must fully explain the variances from the specification document, since brochure information may not be sufficient.

10.4 If variations are not stated in the proposal, it will be assumed that the item being bid fully complies with the City's specifications.

11. DEMONSTRATIONS/SAMPLES

- 11.1 Bidders shall demonstrate the exact item(s) proposed within seven(7) calendar days from receipt of such request from the City.
- 11.2 Such demonstration can be at the City delivery location or a surrounding community.
- 11.3 If bidder does not have an item in the area, it will be at the bidder's expense to send appropriate City personnel to the nearest location to view and inspect proposed item(s).
- 11.4 If items are small and malleable, and the bidder is proposing an alternate product, the bidder MUST supply a sample of the exact item. Samples will be returned at bidder's expense after receipt by the City of acceptable goods. Bidders must indicate how samples are to be returned.

12. DELIVERY

- 12.1 Each bidder shall state on his proposal form the date upon which he can make delivery of all equipment or merchandise. Time required for delivery is hereby made an essential element of the bid.
- 12.2 The City reserves the right to cancel orders, or any part thereof, without obligation, if delivery is not made within the time(s) specified on the proposal form.
- 12.3 All bids shall be based upon **inside** delivery of the equipment or merchandise F.O.B. the City at the location specified by the City, with all transportation charges paid.

13. WARRANTIES, GUARANTEES AND MAINTENANCE

- 13.1 Copies of the following documents must accompany the bid proposal for all items being bid:
 - 13.1.1 Manufacturer's warranties and/or guarantees.
 - 13.1.2 Bidder's maintenance policies and associated costs.
- 13.2 As a minimum requirement of the City, the bidder will guarantee in writing that any defective components discovered within a one (1) year period after the date of acceptance shall be replaced at no expense to the City. Replacement parts of defective components shall be shipped at no cost to the City. Shipping costs for defective parts required to be returned to the bidder shall be paid by the bidder.
- 13.3 Bidder Warrants and represents to the City that all software/firmware/ hardware/equipment /systems developed, distributed, installed or programmed by Bidder pursuant to this Specification and Agreement.
 - 13.3.1 That all date recognition and processing by the software/firmware/hardware/equipment/system will include the four-digit-year format and will correctly recognize and process the date of February 29, and any related data, during Leap years; and
 - 13.3.2 That all date sorting by the software /firmware/hardware/ equipment/system that includes a "year category" shall be done based on the four-digit-year format. Upon being notified in writing by the City of the failure of any software/ firmware/ hardware /equipment /systems to comply with thisSpecification and Agreement, Contractor will, within 60 days and at no cost to the City, replace or correct the non-

- complying software/ firmware/ hardware/ equipment/ systems with software/firmware/ hardware/equipment/ systems that does comply with this Specification and Agreement.
- 13.3.3 No Disclaimers: The warranties and representations set forth in this section 13.3 shall not be subject to any disclaimer or exclusion of warranties or to any limitations of Licensor's liability under this Specification and Agreement.

14. ACCEPTANCE OF MATERIAL

- 14.1 All components used in the manufacture or construction of materials, supplies and equipment, and all finished materials, shall be new, the latest make/model, of the best quality, and the highest grade workmanship.
- 14.2 Material delivered under thisproposal shall remain the property of the bidder until:
 - 14.2.1 A physical inspection and actual usage of this material is made and found to be acceptable to the City; and
 - 14.2.2 Material is determined to be in full compliance with the specifications and accepted proposal.
- 14.3 In the event the delivered material is found to be defective or does not conform to the specification documents and accepted proposal, then the City reserves the right to cancel the order upon written notice to the bidder and return materials to the bidder at bidder's expense.
- 14.4 Successful bidder shall be required to furnish title to the material, free and clear of all liens and encumbrances, issued in the name of the City of Lincoln, Nebraska, as required by the specification documents or purchase orders.
- 14.5 Selling dealer's advertising decals, stickers or other signs shall not be affixed to equipment. Vehicle mud flaps shall be installed blank side out with no advertisements. Manufacturer's standard production forgings, stampings, nameplates and logos are acceptable.

15. BID EVALUATION AND AWARD

- 15.1 The signed bid proposal shall be considered an offer on the part of the bidder. Such offer shall be deemed accepted upon issuance by the City of purchase orders, contract award notifications, or other contract documents appropriate to the work.
- 15.2 No bid shall be modified or withdrawn for a period of sixty (60) calendar days after the time and date established for receiving bids, and each bidder so agrees in submitting the bid.
- 15.3 In case of a discrepancy between the unit prices and their extensions, the unit prices shall govern.
- 15.4 The bid will be awarded to the lowest responsive, responsible bidder whose proposal will be most advantageous to the City, and as the City deems will best serve their requirements.
- 15.5 The City reserves the right to accept or reject any or all bids; to request rebids; to award bids item-by-item, by groups, or "lump sum"; to waive irregularities and technicalities in bids; such as shall best serve the requirements and interests of the City.

16. INDEMNIFICATION

- 16.1 The bidder shall indemnify and hold harmless the City, its members, its officers and employees from and against all claims, damages, losses, and expenses, including, but not limited to attorney's fees arising out of or resulting from the performance of the contract, provided that any such claim, damage, loss or expense is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property other than goods, materials and equipment furnished under this contract) including the loss or use resulting therefrom; is caused in whole or part by any negligent act or omission of the bidder, any subcontractor, or anyone directly or indirectly employed by any one of them or anyone for whose acts made by any of them may be liable, regardless of whether or not it is caused by a party indemnified hereunder.
- 16.2 In any and all claims against the City or any of its members, officers or employees by an employee of the bidder, any subcontractor, anyone directly or indirectly employed by any of them or by anyone for whose acts made by any of them may be liable, the indemnification obligation under paragraph 16.1 shall not be limited in any way by any limitation of the amount or type of damages, compensation or benefits payable by or for the bidder or any subcontractor under worker's or workmen's compensation acts, disability benefit acts or other employee benefit acts.

17. TERMS OF PAYMENT

17.1 Unless other specification provisions state otherwise, payment in full will be made by the City within thirty (30) calendar days after all labor has been performed and all equipment or other merchandise has been delivered, and all such labor and equipment and other materials have met all contract specifications.

18. LAWS

18.1 The Laws of the State of Nebraska shall govern the rights, obligations, and remedies of the Parties under this proposal and any agreement reached as a result of this process.